



Ellen O'Shaughnessy
Chairman

Mark Joyse
Vice Chairman

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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ELLINGTON TOWN CLERK

John L. Daigle, Jr.
Bruce Fader
Robert Harvey
Dale Roberson
Michael Stupinski

Charter Revision Commission

MEETING MINUTES
APRIL 13, 2016

MEMBERS PRESENT: Bruce Fader, Mark Joyse (Vice Chairman), Ellen O'Shaughnessy (Chairman), Dale Roberson, Michael Stupinski

MEMBERS ABSENT: John L. Daigle, Jr., Robert Harvey

OTHERS PRESENT: Leo Miller, Selectman; Tom Palshaw; James Prichard, Deputy First Selectman

I. CALL TO ORDER:

Chairman O'Shaughnessy called the meeting of the Charter Revision Commission (CRC) to order at 7:02 p.m. in the Town Hall Meeting Hall, 55 Main Street, Ellington, Connecticut.

II. CITIZEN'S FORUM:

Mr. Miller made a final plea for the CRC to consider a minority representation rule of two members of the minority on five member boards. Currently State statutes only require one member of the minority party on a five member board. Mr. Miller noted that there are six appointed boards in Ellington with five members.

Mr. Miller also made his case once again for an automatic trigger to send the Town budget to referendum.

Mr. Palshaw referenced section 826 of the Charter of the Town of Ellington which states that "The Board of Selectmen shall appoint a Shared Services Commission [...]." He suggested that the provision would not be necessary if a Town Manager were to be hired. He believed that the word "shall" obligated the Board of Selectmen to appoint a Shared Services Commission.

Mr. Fader stated that the legal definition of "shall" does not always imply that something is obligatory.

III. APPROVAL OF MINUTES:

A. March 23, 2016 Public Hearing Minutes

The CRC requested the following corrections: on page 4, last paragraph, add the words "towards the end of his term"; on page 4, fourth paragraph, last line, remove the superfluous "the".

MOVED (JOYSE), SECONDED (STUPINSKI), AND PASSED UNANIMOUSLY TO APPROVE THE MARCH 23, 2016 PUBLIC HEARING CRC MEETING MINUTES AS CORRECTED.

B. March 23, 2016 CRC Meeting

MOVED (JOYSE), SECONDED (STUPINSKI), AND PASSED UNANIMOUSLY TO APPROVE THE MARCH 23, 2016 CRC MEETING MINUTES.

IV. NEW BUSINESS

A. Special Board of Selectmen Meeting – April 25, 2016

B. Report Review and Preparation for presentation to the Board of Selectmen

The CRC considered the Draft Proposed Charter Revision Ballot Questions from the Charter Revision Commission Final Report (the final Proposed Charter Revision Ballot Questions are attached).

The CRC considered and approved Question 1: Shall vacancies of elective offices filled by Board of Selectmen appointment serve until the end of the term in which the vacancy occurred?

The CRC considered and approved Question 2: Shall the Board of Library Directors be renamed to the Library Board of Trustees?

The CRC considered and approved Question 3: Shall the regular members of the Zoning Board of Appeals be prohibited from serving on the Planning and Zoning Commission?

The CRC considered and approved Question 4: Shall the provision that a special town referendum needs a majority equal to fifteen (15) percent of the qualified electors of the town in order to overrule the action of a town meeting be repealed?

Mr. Fader argued that the effect of Question 4 will be that it will be easier to overrule the town meeting. Mr. Palshaw pointed out that the small number of people at a town meeting should not have more power than a referendum. Mr. Fader stated that he was not in favor of Question 4. Mr. Prichard said he was in favor of Question 4.

The CRC considered and approved Question 5: Shall the alternate members of the Zoning Board of Appeals be prohibited from serving on the Planning and Zoning Commission?

The CRC considered and approved Question 6: Shall the section creating the Senior Center Endowment Fund Committee be repealed?

Mrs. O'Shaughnessy said that any remaining functions of the Senior Center Endowment Fund Committee would be rolled into the Senior Center or Human Resources.

The CRC considered and approved Question 7: Shall a section be created adding a permanent Design Review Board?

Mr. Fader considered this question as adding another layer of bureaucracy. Mr. Stupinski noted that the only difference between an ad-hoc committee and a permanent committee is that an ad-hoc committee has to be reappointed every year. Mr. Prichard considered the Design Review Board superfluous to the Planning and Zoning Commission. The CRC considered the structure of the Design Review Board and decided to mimic the structure of the Parks and Recreation Commission.

The CRC considered and approved Question 8: Shall a section be created adding a permanent Patriotic Committee?

The CRC considered the structure of the Patriotic Committee and decided to mimic the structure of the Parks and Recreation Commission.

The CRC considered and approved Question 9: Shall the Charter be amended to allow the Board of Selectmen to appoint a Town Manager?

Mr. Fader asked if there would still be a First Selectman. Mrs. O'Shaughnessy replied that there would be. Mr. Fader objected to Question 9's position three quarters into the report. Mrs. O'Shaughnessy stated that she was using language from Tolland, Granby, and Hebron as inspiration for Section 924. Mr. Fader observed that the CRC was looking for language from another town's charter that says what the CRC means to say. Mr. Joyse suggested using the language from the Charter of the Town of Tolland. Mr. Joyse suggested that there may be additional Charter changes necessary if a Town Manager is to be hired. Mrs. O'Shaughnessy said that such changes were the purview of the Board of Selectmen. Mr. Fader suggested considering the division of labor between the Town Manager and the First Selectman. The CRC parsed the potential language of Section 924. The CRC considered whether it was prudent to require the Town Manager to live in Ellington. The CRC decided to leave that decision to the Board of Selectmen. The CRC authorized Mrs. O'Shaughnessy to draft Section 924 and such draft would be subject to their approval. The CRC discussed the bond rating of the Town of Ellington.

The CRC considered and approved Question 10: Shall the Fire Marshal be appointed immediately by the incoming Board of Selectmen?

The CRC discussed the wording of Question 10. Mr. Joyse suggested the following wording for Question 10: Shall the wording of Section 917 be amended to strike language that the Board of Selectmen is to appoint a Fire Marshal within 30 days? The CRC approved the revised wording of Question 10.

The CRC considered and approved Question 11: Shall language be added allowing the Fire Marshal to appoint and remove deputies, assistants, and employees in his or her office?

Mr. Fader believed that the Fire Marshal already has this power. Mr. Stupinski noted that Question 10 would bring consistency between job descriptions to the Charter.

The CRC considered and rejected Question 12: Shall the Building Official be made an ex-officio non-voting member of the Permanent Building Committee?

Question 12 was rejected as per the e-mail from Raymond Martin, Building Official (attached).

The CRC considered and approved Question 13: Shall the minimum monetary amount that would require competitive bidding be increased from \$7,500 to \$25,000?

The CRC considered and approved Question 14: Shall the Charter be amended to include corrections to spelling, syntax, punctuation, capitalization, and grammar that do not affect the meaning of the Charter?

Mr. Fader submitted corrections of the Draft Final Report to the Chairman (attached).

V. CORRESPONDENCE

Raymond Martin, Building Official, sent an e-mail to the CRC regarding Question 12 on the Charter Revision Commission Final Report Draft Proposed Charter Revision Ballot Questions (attached).

VI. ADJOURNMENT

MOVED (JOYSE), SECONDED (STUPINSKI) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING OF THE CHARTER REVISION COMMISSION AT 9:54 P.M.

Respectfully submitted,



Joseph Tarzi
Recording Secretary

CHARTER REVISION COMMISSION

FINAL REPORT

APRIL 25, 2016

Proposed Charter Revision Ballot Questions

Questions as they will appear on the ballot are in bold italic; following each question is an explanation. Changes are in italic.

1. Shall vacancies of elective offices filled by Board of Selectman appointment serve until the end of the term in which the vacancy occurred?

Currently appointees to vacancies of elective offices other than the Board of Education serve until the First Monday of December following the next regular election.

Change to: SECTION 205. VACANCIES-ELECTIVE OFFICERS: (a) Unless otherwise provided by law, any vacancy, in any elective town office, including the Board of Education, but excluding the First Selectman, shall be filled within forty-five (45) days of such vacancy by appointment of the Board of Selectmen, *to serve until the end of the term., except that appointments to the Board of Education shall serve until the next regular election, as defined in Section 9-1 of the General Statutes, as amended.*

2. Shall the Board of Library Directors be renamed to the Library Board of Trustees?

Currently the ruling body of the Hall Memorial Library is known as the Board of Library Directors.

Change to: SECTION 302. ELECTION AND TERMS OF OFFICE: TOWN ELECTION: (d) Three (3) members of the *Library Board of Trustees*, each of whom shall serve for terms of four (4) years, and who shall succeed those members of said board whose terms then expire, so that the *Library Board of Trustees* shall continue to consist of six (6) members, each of whom shall be elected for a term of four (4) years.

3. Shall the regular members of the Zoning Board of Appeals be prohibited from serving on the Planning and Zoning Commission?

Per State Statutes, Section 8-5, Regular members of the Zoning Board of Appeals shall be prohibited from serving on the Planning and Zoning Commission.

Change to: SECTION 302. ELECTION AND TERMS OF OFFICE: TOWN ELECTION: (g) The Zoning Board of Appeals shall consist of five (5) members; said members shall be elected to staggered terms of four (4) years; *said members shall be prohibited from serving on the Planning and Zoning Commission.*

4. Shall the provision that a special town referendum needs a majority equal to fifteen (15) percent of the qualified electors of the town in order to overrule the action of a town meeting be repealed?

Currently in order for a special town referendum to overrule the action of a town meeting a majority equal to fifteen (15) percent of the qualified electors of the town is required.

Change to: SECTION 605. POWER TO OVERRULE – TOWN MEETING ACTIONS: [...] Any action so referred shall take effect upon the conclusion of such referendum, unless a majority of those persons voting thereon, *such majority being equal to at least fifteen (15) percent of the qualified electors of the town, as*

~~determined from the latest official lists of the Registrars of Voters~~, shall have voted in favor of overruling such action. To the extent permitted by law, the aforementioned provision are intended to supersede the applicable portions of Section 7-7 of the General Statutes, as amended.

5. Shall the alternate members of the Zoning Board of Appeals be prohibited from serving on the Planning and Zoning Commission?

Per State Statute, Section 8-5, Alternate Members of the Zoning Board of Appeals shall be prohibited from serving on the Planning and Zoning Commission.

Change to: SECTION 820. ZONING BOARD OF APPEALS – ALTERNATES: The Board of Selectmen shall appoint three (3) alternate members to the Zoning Board of Appeals who shall serve for a term of two (2) years; *said members shall be prohibited from serving on the Planning and Zoning Commission.*

6. Shall the section creating the Senior Center Endowment Fund Committee be repealed?

Currently the Senior Center Endowment Fund Committee has served its purpose.

Change to: ~~SECTION 823. SENIOR CENTER ENDOWMENT FUND COMMITTEE: The Board of Selectmen shall appoint, in accordance with the provisions of Section 802 of this Charter, a Senior Center Endowment Fund Committee consisting of three (3) members to serve staggered terms of three (3) years. The members of the committee shall be Ellington residents and all three members shall be sixty-two (62) years of age or older.~~

7. Shall a section be created adding a permanent Design Review Board?

Currently the Design Review Board is an ad-hoc board. This change will add Section 827 and amend Section 922.

Add: SECTION 827. DESIGN REVIEW BOARD: The Board of Selectmen shall appoint a Design Review Board consisting of five (5) members, said members to serve for terms of four (4) years.

Change to: SECTION 922. TOWN PLANNER: [...] (b) Serve as technical advisor, administrative officer to the Planning and Zoning Commission, Zoning Board of Appeals, Inland Wetlands Agency, Conservation Commission, *Design Review Board*, and the Economic Development Commission, assisting such commissions in the discharge of their statutory duties; act as Zoning Enforcement and Wetlands Officer as necessary; [...]

8. Shall a section be created adding a permanent Patriotic Committee?

Currently the Patriotic Committee is an ad-hoc committee. This change will add Section 828.

Add: SECTION 828. PATRIOTIC COMMITTEE: The Board of Selectmen shall appoint a Patriotic Committee consisting of five (5) members, said members to serve for terms of four (4) years.

9. Shall the wording of Section 917 be amended to strike language that the Board of Selectmen is to appoint a Fire Marshal within 30 days?

Currently the incoming Board of Selectmen has thirty (30) days to appoint a Fire Marshal.

Change to: SECTION 917. FIRE MARSHAL: The Board of Selectmen shall appoint ~~not later than thirty (30) days after the commencement of their first term of office under the provisions of this Charter,~~ a Fire Marshal and such deputies as may be required. Said Fire Marshal and such deputies shall serve an indefinite term. The respective fire departments may offer advisory recommendations for consideration by the Board of Selectmen for any such appointments. Said Fire Marshal shall have all the powers and duties not inconsistent with the provisions of this Charter, conferred or imposed by the General Statutes on such *officers* and such powers and duties as may be prescribed by the Board of Selectmen.

10. Shall language be added allowing the Fire Marshal to appoint and remove deputies, assistants, and employees in his or her office?

Currently the Fire Marshal does not have the power by Charter to appoint and remove deputies, assistants, and employees in his or her office.

Change to: SECTION 917. FIRE MARSHAL: The Board of Selectmen shall appoint not later than thirty (30) days after the commencement of their first term of office under the provisions of this Charter, a Fire Marshal and such deputies as may be required. Said Fire Marshal and such deputies shall serve an indefinite term. The respective fire departments may offer advisory recommendations for consideration by the Board of Selectmen for any such appointments. Said Fire Marshal shall have all the powers and duties not inconsistent with the provisions of this Charter, conferred or imposed by the General Statutes on such *officers* and such powers and duties as may be prescribed by the Board of Selectmen. *Said Fire Marshal may appoint and remove deputies, assistants, and employees in his or her office, subject to the approval of the Board of Selectmen and subject to rules and regulations concerning Town employees as may be adopted by the Board of Selectmen.*

11. Shall the minimum monetary amount that would require competitive bidding be increased from \$7,500 to \$25,000?

Per Competitive Bidding Ordinance, Chapter 28 and State Statutes 7-148v, the minimum monetary amount that would require competitive bidding is set at \$25,000.

Change to: SECTION 1011. PURCHASING: Purchases for the Town of Ellington, except the Board of Education and the Probate Court, shall be made under such rules and regulations as may be established by the Board of Selectmen. For any purchase estimated at *twenty five thousand dollars (\$25,000)* or more, the Finance Officer shall invite sealed bids unless the Board of Selectmen shall decide it to be against the best interest of the town. The Finance Officer shall provide a minimum of ten (10) days public notice to potential bidders by publication at least once in a newspaper having circulation in the town. The Finance Officer shall, with the approval of the requesting board, commission, committee, or department, award the purchase or contract to the lowest responsible bidder thereon or may reject any or all such bids or proposals. All such sealed bids or proposals shall be opened publicly. For any purchase less than *twenty five thousand dollars (\$25,000)*, or such other amount required by law, the Finance Officer or his designee shall negotiate directly with prospective suppliers prior to the Finance Officer awarding the contract.

12. Shall the Charter be amended to allow the Board of Selectmen to appoint a Town Manager?

Currently there is no Town Manager in Ellington. This change will amend Section 901 and add Section 924.

Change to: SECTION 901. OFFICERS AND DEPARTMENTS: There shall be the following ~~administrative~~ officers and departments for the town: *Town Manager*; Town Clerk; Finance Officer; Tax Collector; Assessor; Director of Emergency Management; Director of Public Works; Building Official; Town Engineer; Town Attorney; Constables; Director of Health; Director of Recreation; Fire Marshal; Animal Control Officer; Director of Human Services; and Town Planner. The Board of Selectmen may recommend to the town meeting pursuant to the provisions of Section 603 of this Charter the creation of such additional or the elimination of such existing administrative offices and departments as it from time to time may deem appropriate and necessary to the best interest of the town. All administrative officers and department heads and their deputies and assistants shall receive compensation fixed by the Board of Selectmen; provided, however, no compensation shall be based upon any fees collected by them and all such fees collected by them shall be paid to the town treasury.

Add: SECTION 924. TOWN MANAGER:

The Board of Selectmen shall appoint, and may remove, a Town Manager who shall be the Chief Executive Officer of the Town, and who shall be hired exclusively on the basis of his or her professional qualifications and experience. Said Town Manager shall be responsible to the Board of Selectmen for the administration of all departments and agencies of the Town government except the local Board of Education and Town Agencies whose head or whose members are elected by popular vote. He or she shall have the right to attend all public meetings of the Board of Selectmen with full right to participate in all discussions, but without the right to vote. Said Town Manager may appoint and may remove, subject to the approval of the Board of Selectmen and pursuant to the provisions of Chapter IX of this Charter, all deputies, assistants or employees in his or her office.

Except as otherwise provided by this Charter, or as may be expressly reserved as a duty, power or responsibility of the First Selectman in this Charter, the Town Manager shall have all the duties, powers and responsibilities conferred by law, and all of the powers necessary or incidental to the discharge of his duties as set forth below:

(a) He or she shall be responsible for coordinating the administration and operation of the departments, offices and agencies of the Town, including all Town employees as provided in Section 901 of this Charter, except those Town agencies with heads or members of which are elected by popular vote, given that the administration and operation of such agencies shall be the responsibility of the Board of Selectmen;

(b) He or she shall be responsible for carrying out the ordinances, resolutions, policies , and other actions of the Board of Selectmen and of the Town Meeting;

(c) He or she shall act as the Purchasing Agent of the Town, subject to such rules and regulations as shall be prescribed by the Board of Selectmen, and shall purchase or cause to be purchased, all supplies, materials, equipment and other commodities required by any office or agency of the Town, including the Board of Education, to the extent that the Board of Education shall authorize him or her to do so;

(d) He or she shall keep full and complete records of the activities of his or her office and shall make reports to the Board of Selectmen on a regular basis regarding the conditions and affairs of the Town, and shall be responsible for preparing the Annual Report;

(e) *He or she shall keep the Board of Selectmen fully advised as to the financial condition of the Town, and with the Finance Officer, shall prepare and submit to the Board of Selectmen an annual budget of the Town;*

(f) *He or she shall regularly inform the Board of State of Connecticut and federal grant programs for which the Town may be eligible, and shall coordinate with the heads or directors of the Town departments and agencies any and all applications seeking such programs and implement same;*

(g) *He or she may recommend to the Board of Selectmen such measures as shall be deemed necessary or expedient;*

(h) *He or she shall exercise such other powers and duties as may be imposed by the Board of Selectmen.*

13. Shall the Charter be amended to include corrections to spelling, syntax, punctuation, capitalization, and grammar that do not affect the meaning of the Charter?

For a detailed list of proposed changes see the document entitled Ellington.Charter.Edited.

From: Raymond Martin
Sent: Friday, March 18, 2016 9:06 AM
To: Lori Spielman
Cc: Marie B. Sauve
Subject: Proposed charter change

Hi Lori,

I recently discovered that the charter revision committee has recommended that the building official be named as an ex-officio member of the permanent building committee. I was not consulted on this matter beforehand and I believe a few conflicts of interest exist with this recommendation. Per section 813(b) of the Town Charter:

"The committee shall undertake such functions as: surveying sites, recommending acquisition, preparation and disposition of sites and buildings, engaging architects and engineers through quality base selection, approving plans, procuring bids and entering into contracts for construction, supervising construction and accepting the work as authorized and delegated by the town meeting."

Per State statute, the building official is not to engage in any design or construction work within his jurisdiction. The role of the building official is to interpret and enforce the State building code. This process includes reviewing construction documents in relation to a permit application and then inspecting this work throughout the project to ensure code compliance. It would be a clear conflict of interest for the building official to be part of the design and contract phase of these projects. My involvement during these phases could be misconstrued with future approvals/omissions/violations and put the Town at great risk. This is why I also do not recommend design professionals or contractors. My responsibilities can include answering questions from design professionals during their design phase, but my statute responsibilities begin with the application process.

Please let me know if you need more information.

Thank you,
Ray

Raymond Martin III
Building Official
Town of Ellington
860-870-3124 office
860-870-3122 fax

MANDATE:

The Charter Revision Commission (CRC) was established by the Board of Selectmen at their meeting on December 15th, 2014. Our primary mandate was to review the existing form of government and make any recommendations, if necessary. Another purpose of the CRC was to gather input and make recommendations regarding changes to the existing Charter of the town. We were further encouraged to study the pros and cons of our present form of government and make recommendations regarding possible changes to that form.

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RECOMMENDATION:

The CRC recommends that the town retain the Board of Selectmen form of government, but adding a hired managerial professional, referred to in our report as a Town Manager, to be the Chief Executive Officer of the town. IS THE CRC ALSO RECOMMENDING THAT THE FIRST SELECTMAN POSITION BE ELIMINATED? IF NOT, THE RECOMMENDATION SHOULD SAY SO.

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WORK UNDERTAKEN BY CRC:

In accordance with the framework regarding Charter revision in the General Statutes of the State of Connecticut, the Commission held monthly meetings that were open to the public, convened two Special Public Hearings, wrote several articles for publication in newspapers and the Town Bulletin, and interviewed Town Officials both past and present in an effort to make the revision process as transparent as possible.

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In developing its recommendations, the Commission was guided by two general principles, the first of which was our collective belief regarding what was best for the entire town, without regard to any political party or special interest. Second, we sought to preserve the basic structure of the Town government if possible, while at the same time looking at ways in which the structure could be improved and/or simplified.

The first meeting of the Commission was scheduled for January 28, 2015, but because not all members were present, it was decided to reschedule to a Special Meeting on February 10, 2015, which became the organizational meeting for the CRC. At that meeting the Chairman and Vice Chairman were elected, and a meeting schedule was established. The first Public Hearing to solicit input regarding suggestions for changes was scheduled for March 31, 2015, and requests were sent to Town Board, Agency and Commission Chairs and Department Heads requesting input as well. At the Public Meeting suggestions were presented in both written and oral formats, and all were recorded for consideration. Suggestions sent to the Commission from Town Officials were also recorded and considered. Additionally, there were a series of suggestions that had been put forth too late to be considered when the last Charter Revision Commission had been working, which were also considered. Substantive work on revisions began at the April 8th meeting, in accordance with State Statutes.

It quickly became apparent that, if the Commission were to recommend any changes to the basic form of government, that is, the Board of Selectmen/Town Meeting form of government, there had to be extensive study into types of government in general, with an emphasis on how each would work.

and how beneficial the changes would be that would have to be made. Therefore, the majority of meetings were concerned with developing this knowledge. To that end, the Commission interviewed many guest speakers, including present and past Ellington First Selectmen, Board of Selectmen members, and officials from other towns with different forms of government. We further studied books and manuals on the subject, including the *Local Government in Connecticut* handbook, among others, and conducted phone interviews with officials from other towns who could not be present for meetings. Finally, we went back into minutes of previous Charter Revision Commissions to determine what recommendations, if any, they had suggested, and found that as far back as 1993 recommendations had been made to revise the form of government.

After considering present political and economic factors, in addition to the pros and cons of many other government formats, the CRC decided that the town would benefit most by keeping the basic form of government the same, but adding a Town Manager who would be the Chief Executive Officer of the town. The Town Manager would be hired by, and accountable to, the Board of Selectmen. (SAY SOMETHING HERE ABOUT THE BENEFITS OF HIRING A TOWN MANAGER IN ORDER TO STRENGTHEN THE CRC'S RECOMMENDATION)

To note, a minority membership of the CRC recommended that, instead of hiring a town manager, the BOS, in coordination with the First Selectman, would hire a town administrator (rather than a town manager) and the First Selectman would continue to be the chief executive officer of the town of Ellington. The advantage of this government format is that a town administrator would offer financial and professional expertise in the operation of municipal government and that, concurrently, the First Selectman would be that person politically accountable and responsive to the electorate. This advantage would be most evident when a change in the person occupying the First Selectman position occurs. There would be continuity in the professional operation of the town while the new First Selectman comes up to speed with learning the new position.

The CRC also looked at all the suggestions for changes to specific sections of the present Charter, and are recommending those changes presented at the second Public Hearing on March 23, 2016. These changes are set forth in the attached document. [CORRECT?] We also put forth a recommendation that the grammar in the Charter be reviewed and corrected where necessary, as noted by Leo Miller, a member of the Board of Selectmen.

ADDITIONAL WORK TO BE COMPLETED:

By State Statute, the CRC is required to make its final Draft Report no later than 16 months after inception. Unfortunately, we have run out of time and this report is incomplete, as it does not include all the actual language changes to the present Town Charter (wording of sections relating to the addition of a management professional still need to be drafted) that would have to be made in order for the recommended revisions to be voted on at a referendum. We further understand that the Town Attorney also has to review the recommended changes to make sure that they are in keeping with Connecticut State Requirements, and there was no time for that, either. Finally, we recognize that the recommendation that the managerial professional be a Town Manager is not presently unanimously supported by the Board of Selectmen. The CRC therefore respectfully requests that the Board of Selectmen consider granting an extension to the CRC on an additional one to two months so that a more thorough and informative presentation can be made. If this is not possible, then we request that you consider re-

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establishing this Commission with the same members, and task us with completing the required written revision in the correct format. A third possibility would be to appoint an Ad Hoc Committee of two or three people from the CRC to complete this task. Alternately, we will accept any other recommendation the Board of Selectmen wish to put forth. We want to complete our mission in the most efficient way possible, with the least amount of complications, and will look to the Board of Selectmen to determine the best way to proceed.

Respectfully Submitted,

Ellen O'Shaughnessy, Chairman
Ellington Charter Revision Commission
April 25, 2016